

**ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

**BASIC FINANCIAL STATEMENTS,  
SUPPLEMENTARY INFORMATION,  
AND INDEPENDENT AUDITOR'S REPORTS**

Year Ended June 30, 2003

ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

TABLE OF CONTENTS

YEAR ENDED JUNE 30, 2003

	<u>Page</u>
<b>Independent Auditor's Report</b> .....	1-2
<b>Management's Discussion and Analysis</b> .....	3-9
<b>Basic Financial Statements:</b>	
<b>Government-wide Financial Statements:</b>	
Statement of Net Assets .....	10
Statement of Activities .....	11
<b>Fund Financial Statements:</b>	
Balance Sheet – Governmental Funds .....	12
Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Assets .....	13
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds .....	14
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities .....	15
Statement of Net Assets – Proprietary Funds.....	16
Statement of Revenues, Expenses and Changes in Fund Net Assets – Proprietary Funds .....	17
Statement of Cash Flows – Proprietary Funds .....	18
Statement of Fiduciary Net Assets – Fiduciary Funds.....	19
Statement of Changes in Fiduciary Net Assets – Fiduciary Funds.....	20
<b>Notes to the Basic Financial Statements</b> .....	21-38
<b>Required Supplementary Information:</b>	
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual - General Fund .....	39
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Special Revenue Fund .....	40

**ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

**TABLE OF CONTENTS - CONTINUED**

**YEAR ENDED JUNE 30, 2003**

**Supplementary Information:**

**Combining Statements – Nonmajor Funds:**

Combining Balance Sheet – Nonmajor Governmental Funds .....	41
Combining Statement of Revenues, Expenditures and Changes in Fund Balances – Nonmajor Governmental Funds .....	42
Combining Statement of Fiduciary Net Assets – Agency Funds .....	43

**High School:**

Statement of Receipts, Disbursements, and Fund Balances – Elizabethtown Independent High School .....	44-45
<b>Schedule of Expenditures of Federal Awards</b> .....	46-47
<b>Notes to the Schedule of Expenditures of Federal Awards</b> .....	48
<b>Schedule of Findings and Questioned Costs</b> .....	49-50
<b>Schedule of Prior Year Audit Findings</b> .....	51
<b>Independent Auditor's Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <u>Government Auditing Standards</u></b> .....	52-53
<b>Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133</b> .....	54-55
<b>Management Letter Comments</b> .....	56-58

## INDEPENDENT AUDITOR'S REPORT

Members of the Board of Education  
Elizabethtown Independent School District  
Elizabethtown, Kentucky

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Elizabethtown Independent School District as of and for the year ended June 30, 2003, which collectively comprise the District's basic financial statements, as listed in the accompanying table of contents. These basic financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements prescribed by the Kentucky State Committee for School District Audits in Appendix I of the Independent Auditor's Contract - General Audit Requirements, Appendix II of the Independent Auditor's Contract - State Audit Requirements, and Appendix III of the Independent Auditor's Contract - Electronic Submission. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note B the District adopted the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*; and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*, as of July 1, 2002.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the District as of June 30, 2003, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Management's Discussion and Analysis on pages 3 through 9, and the Budgetary Comparison Information on pages 39 through 40, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with Government Auditing Standards, we have also issued a report dated September 11, 2003, on our consideration of Elizabethtown Independent School District's internal control over financial reporting and/or tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Elizabethtown Independent School District's basic financial statements. The combining financial statements as listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Also, the accompanying Schedule of Expenditures of Federal Awards on pages 46 through 47 is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is also not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Certified Public Accountants  
September 11, 2003

**ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT – ELIZABETHTOWN, KY  
MANAGEMENT’S DISCUSSION AND ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2003**

The discussion and analysis of Elizabethtown Independent School District’s financial performance provides an overall review of the School District’s financial activities for the fiscal year ended June 30, 2003. The intent of this discussion and analysis is to review the School District’s financial performance as a whole; readers should also review the financial statements and notes to the financial statements to enhance their understanding of the School District’s financial performance.

The Management’s Discussion and Analysis (MD&A) is an element of the new reporting model adopted by the Governmental Accounting Standards Board (GASB) in the Statement No. 34 *Basic Financial Statements-and Management’s Discussion and Analysis-for State and Local governments* issued in June 1999.

**FINANCIAL HIGHLIGHTS**

- The beginning cash balance for the District was \$5.3 million.
- Following the completion of the District long-range plan for facilities, there is a focus on investing in plant management with the age and size of our facilities reflective of this need.
- The District continued the T.K. Stone Middle School renovation project which will be completed in fiscal 2004. Also, the District initiated the renovation of Elizabethtown High School in fiscal 2003 and issued bonds for the project in fiscal 2004.
- Due to the decline of interest rates, interest income fell \$23,000; that is a 10.5 percent decrease.
- During fiscal 2003, the District felt little impact of the declining economy other than the reduction in interest income. However, we anticipate flat to falling revenue by fiscal 2004.
- The General Fund had \$12.1 million in revenue, which primarily consisted of the state program (SEEK), property, utilities, and motor vehicle taxes. Excluding inter-fund transfers, there were \$11 million in General Fund expenditures.
- Bonds are issued as the District renovates facilities consistent with a long-range facilities plan that is established with community input and in keeping with Kentucky Department of Education (KDE) stringent compliance regulations. The District’s total debt decreased by \$180,000 during the current fiscal year.

**USING THIS ANNUAL REPORT**

This discussion and analysis is intended to serve as an introduction to the District’s basic financial statements. The District’s basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the District’s finances, in a manner similar to a private-sector business.

The statement of net assets presents information on all of the District’s assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements outline functions of the District that are principally supported by property taxes and intergovernmental revenues (governmental activities). The governmental activities of the District include instruction, support services, operation and maintenance of plant, student transportation and operation of non-instructional services. Fixed assets and related debt is also supported by taxes and intergovernmental revenues.

The government-wide financial statements can be found on pages 10 - 11 of this report.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. This is a state mandated uniform system and chart of accounts for all Kentucky public school districts utilizing the MUNIS administrative software. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into three categories: governmental, proprietary funds and fiduciary funds. The only fiduciary funds are agency funds for student education. The only proprietary funds are our food service and childcare operations. All other activities of the District are included in the governmental funds.

The basic governmental fund financial statements can be found on pages 12 - 20 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 21 - 38 of this report.

## **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net assets may serve over time as a useful indicator of a government's financial position. In the case of the District, assets exceeded liabilities by \$7.2 million as of June 30, 2003.

The largest portion of the District's net assets reflects its investment in capital assets (e.g., land and improvements, buildings and improvements, vehicles, furniture and equipment and construction in progress), less any related debt used to acquire those assets that is outstanding. The District uses these capital assets to provide services to its students; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The District's financial position is the product of several financial transactions including the net results of activities, the acquisition and payment of debt, the acquisition and disposal of capital assets, and the depreciation of capital assets.

**Net Assets for the period ending June 30, 2003  
(Table 1)**

The current year's financial statements are dramatically different from past years as a result of implementing GASB 34. Attempting to compare this year's data with last year's would be misleading to the reader however the District looks forward to offering comparative data in the future.

	<u>Government Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Current and Other Assets	\$ 4,326,527	\$ 251,594	\$ 4,578,121
Capital Assets	<u>9,820,902</u>	<u>165,757</u>	<u>9,986,659</u>
<b>Total Assets</b>	<b><u>\$ 14,147,429</u></b>	<b><u>\$ 417,351</u></b>	<b><u>\$ 14,564,780</u></b>
Long-term Debt	\$ 6,272,824	\$	\$ 6,272,824
Other Liabilities	<u>1,078,701</u>	<u>20,861</u>	<u>1,099,562</u>
<b>Total Liabilities</b>	<b><u>\$ 7,351,525</u></b>	<b><u>\$ 20,861</u></b>	<b><u>\$ 7,372,386</u></b>
<b>Net Assets</b>			
Investment in capital assets (net of debt)	\$ 3,975,996	\$ 165,757	\$ 4,141,753
Restricted	1,273,103		1,777,538
Unreserved Fund Balance	<u>1,546,805</u>	<u>230,733</u>	<u>1,273,103</u>
<b>Total Net Assets</b>	<b><u>\$ 6,795,904</u></b>	<b><u>\$ 396,490</u></b>	<b><u>\$ 7,192,394</u></b>

The following are significant current year transactions that have had an impact on the Statement of Net Assets.

The District implemented GASB 34 and recorded fixed assets and debt for the first time.

**Comments on Budget Comparisons**

- The District's total revenues for the fiscal year ended June 30, 2003, net of Interfund transfers, were \$16 million.
- General fund budget compared to actual revenue varied slightly from line item to line item with the ending actual balance being \$1.8 million more than budget or approximately 18%.
- The total cost of all programs and services was \$14.9 million net of debt service.
- General fund budget expenditures to actual varied significantly in Instruction and District Administrative Support. This resulted from the District not budgeting on-behalf payments made by the State of Kentucky as instructed by the Department of Education and not having to spend budgeted contingency funds.



The following Table 2 presents a summary of changes in net assets for the fiscal year ended June 30, 2003.

	(Table 2)		
	<b><u>Governmental Activities</u></b>	<b><u>Business-Type Activities</u></b>	<b><u>Totals</u></b>
<b>Program Revenues:</b>			
Charges for services	\$ 129,812	\$ 393,187	\$ 522,999
Operating grants	2,633,766	489,277	3,123,043
General revenues:			
Taxes	3,258,076		3,258,076
State Aid-Formula Grant	8,842,249		8,842,249
Investment Earnings	186,630	8,560	195,190
Transfers	52,387		52,387
Gain (loss) on sale of assets	(1,162)	(3,297)	(4,459)
<b>Total Revenues</b>	<b>\$ 15,101,758</b>	<b>\$ 887,727</b>	<b>\$15,989,485</b>
<b>Program Expenses:</b>			
Instruction	\$ 8,928,094	\$	\$ 8,928,094
Student support services	360,332		360,332
Instructional support	913,719		913,719
District administration	628,615		628,615
School administration	720,288		720,288
Business support	135,660		135,660
Plant operations	1,565,529		1,565,529
Student transportation	344,158		344,158
Central office support	303,730		303,730
Community support	187,361		187,361
Facility acquisition/construction	-		-
Interest on long-term debt	269,313		269,313
Food service		809,905	809,905
Transfers	-	52,387	52,387
<b>Total Expenses</b>	<b>\$ 14,356,799</b>	<b>\$ 862,297</b>	<b>\$15,219,091</b>
<b>Increase (decrease) in net assets</b>	<b>\$ 744,959</b>	<b>\$ 25,435</b>	<b>\$ 770,394</b>

#### **Governmental Activities**

Instruction comprises 62% of governmental program expenses. Support services expenses make up 36% of government expenses. The remaining expense for interest accounts for the remaining 2% of total government expense.

The Statement of Activities shows the cost of program services and the charges for services and grants offsetting those services. Table 3 shows, for government activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State entitlements.

(Table 3)

	<b>Governmental Activities Total Cost of Services 2003</b>	<b>Net Cost of Services 2003</b>
Instruction	\$ 8,928,094	\$ 6,616,061
Support services	5,159,392	4,707,847
Facility acquisition/construction		
Interest on long-term debt	<u>269,313</u>	<u>269,313</u>
<b>Total Expenses</b>	<b><u>\$ 14,356,799</u></b>	<b><u>\$ 11,593,221</u></b>

### **Business-Type Activities**

The business-type activities include the food service operation. This program had total revenues of \$887,727 and expenses of \$862,292 for fiscal year 2003. Of the revenues, \$393,187 was charges for services, \$489,277 was from State and Federal grants, \$8,560 was from investment earnings and (\$3,297) was a loss on disposal of assets. Business activities receive no support from tax revenues. The School District will continue to monitor the charges and costs of this activity. If it becomes necessary, the School District will increase the charges for this activity.

### **The School District's Funds**

Information about the School District's major funds starts on page 12. These funds are accounted for using the modified accrual basis of accounting. All governmental funds had total revenues and other financing sources of \$17,474,603 and expenditures and other financing uses of \$17,585,118. Net changes in fund balances for the year were most significant in General Fund \$1,142,944, and Construction Fund (\$1,627,662).

The increase in General Fund was due closely monitoring costs. The decrease in Construction Fund was due to the expenditure of funds transferred in the prior year on construction projects.

### **General Fund-Budget Highlights**

The School District's budget is prepared according to Kentucky law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The most significant budgeted fund is the General Fund. The State Department of Education requires a zero-based budget with any budgeted remaining fund balance shown as a contingency expense in the budget process.

For the General Fund, revenues were budgeted at \$10,212,108 with actual amounts of \$12,067,835. Budgeted expenditures of \$11,736,002 compare with actual expenditures of \$10,955,790.

### **Capital Assets and Debt Administration**

#### **Capital Assets**

At the end of fiscal year 2003 the School District had \$20,400,296 invested in land, buildings, equipment, and construction in progress, and \$19,691,139 in governmental activities. Table 4 shows fiscal year 2003 balances.

**(Table 4)**  
**Capital Assets at June 30, 2003**  
**(Net of Depreciation)**

	<b><u>Governmental</u></b> <b><u>Activities</u></b>	<b><u>Business-Type</u></b> <b><u>Activities</u></b>	<b><u>Totals</u></b>
Land and land improvements	\$ 487,001	\$ -	\$ 487,001
Buildings and improvements	6,631,956	87,530	6,719,486
Technology	322,407		322,407
Vehicles	273,893		273,893
General equipment	229,288	78,227	307,515
Construction in progress	<u>1,876,357</u>	<u>          </u>	<u>1,876,357</u>
<b>Total</b>	<b><u>\$ 9,820,902</u></b>	<b><u>\$ 165,757</u></b>	<b><u>\$ 9,986,659</u></b>

Renovations continued on T.K. Stone Middle School and a construction project renovating Elizabethtown High School was initiated. This unfinished project cost is in construction in progress at June 30, 2003.

### **Debt**

At June 30, 2003, the School District had \$5,745,000 in bonds outstanding, of this amount \$1,334,913 is to be paid from the KSFCC funding provided by the State of Kentucky. A total of \$340,000 is due within one year. The District issued \$4,510,000 of revenue bonds in September 2003 to finance the Elizabethtown High School renovation.

### **District Challenges for the Future**

Elizabethtown Independent School District's financial status has improved in the last fiscal year. This improvement was the result of two major factors, student growth and a reduction of expenditures. However, as we look forward, we expect unfunded mandates to have an impact on our District. Our enrollment projections for future years indicate an expected decline in enrollment.

The School District has experienced an annual growth in student enrollment of 47-72 students per year, for the last 2 years. The School District has continued to modernize existing facilities by renovating and adding to existing schools. These renovated facilities come with increased utility costs and additional personnel cost (both administrative and support staffs). These facilities also have a cost for computers, library books, instructional materials, and other items that can be primarily paid from the General Fund. These costs along with the need to add or renovate additional buildings in the next few years will create more challenges for the School District.

The costs associated with growth have in the past been offset due to increased student enrollment producing additional state funding, and continued increases in business and residential property subject to tax within the School District. Our property tax base continues to grow; however our School District, like all Kentucky School Districts, is limited to a 4% annual growth in property tax revenue on existing property.

Additional factors concerning our School District's financial status include the implementation of various unfunded mandates. Examples include the Flex Fund accounts (Professional Development, Safe Schools, Preschool, Textbooks and Extended School Services). State funding for these programs does not meet our instructional needs as a District. Therefore, local generated funds will have to address these areas. Also, the uncertainty of state budgeted revenue projections may impact our funding as well as future mandated salary increases for all certified personnel. In addition, the full effect of No Child Left Behind (NCLB) has yet to be determined. Funding for this program is not equal to the mandates required by the Federal Government.

With careful planning and monitoring of our finances, Elizabethtown Independent Schools' goal is to continue to provide a quality education for our students and a secure financial future for the School District.

### **Contacting the School District's Financial Management**

This financial report is designed to provide our citizens, taxpayers, and investors and creditors with a general overview of the School District's finances and to show the School District's accountability for the money it receives. If you have any question about this report or need additional information contact Denise Morgan, Director of Finance, 219 Helm Street, Elizabethtown, Kentucky 42701, (270) 765-6146.

## **BASIC FINANCIAL STATEMENTS**

## **FUND FINANCIAL STATEMENTS**

## **NOTES TO THE BASIC FINANCIAL STATEMENTS**

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS

Year Ended June 30, 2003

#### NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### Reporting Entity

The Elizabethtown Independent Board of Education ("Board"), a five-member group, is the level of government, which has oversight responsibilities over all activities related to public elementary and secondary school education within the jurisdiction of Elizabethtown Independent Board of Education ("District"). The District receives funding from Local, State and Federal government sources and must comply with the commitment requirements of these funding source entities. However, the District is not included in any other governmental "reporting entity" as defined in Section 2100, Codification of Governmental Accounting and Financial Reporting Standards. Board members are elected by the public and have decision making authority, the power to designate management, the responsibility to develop policies, which may influence operations and primary accountability for fiscal matters. As allowed in Section P80 of GASB's Codification of Governmental Accounting and Financial Reporting Standards, the District has elected not to apply to its proprietary activities Financial Accounting Standards Board Statements and Interpretations, Accounting Principles Board Opinions, and Accounting Research Bulletins of the Committee of Accounting Procedure issued after November 30, 1989.

The District, for financial purposes, includes all of the funds and account groups relevant to the operation of the Elizabethtown Independent Board of Education. The financial statements presented herein do not include funds of groups and organizations, which although associated with the school system, have not originated within the Board itself such as Band Boosters, Parent-Teacher Associations, etc.

The financial statements of the District include those of separately administered organizations that are controlled by or dependent on the Board. Control or dependence is determined on the basis of budget adoption, funding and appointment of the respective governing board.

Based on the foregoing criteria, the financial statements of the following organization are included in the accompanying financial statements:

Elizabethtown Independent Board of Education Finance Corporation – In a prior year the Board of Education resolved to authorize the establishment of the Elizabethtown Independent School District Finance Corporation (a non-profit, non-stock, public and charitable corporation organized under the School Bond Act and KRS 273 and KRS Section 58.180) (the "Corporation") as an agency for the District for financing the costs of school building facilities. The members of the Board also comprise the Corporation's Board of Directors. The Corporation is blended into the District's financial statements.



## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

##### Basis of Presentation

The District's basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements, which provide a more detailed level of financial information.

Government-wide Financial Statements – The statement of net assets and the statement of activities display information about the District as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the District that are governmental and those that are considered business-type activities.

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund financial statements but differs from the manner in which governmental fund financial statements are prepared. Governmental fund financial statements therefore include reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The statement of net assets presents the financial condition of the governmental and business-type activities of the District at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the District and for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the District, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from the general revenues of the District.

Fund Financial Statements – Fund financial statements report detailed information about the District. The focus of governmental and enterprise fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

The accounting and reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. The financial statements for governmental funds are a balance sheet, which generally includes only current assets and current liabilities, and a statement of revenues, expenditures and changes in fund balances, which reports on the changes in fund balances. Proprietary funds are reported using the economic resources measurement focus. All assets and liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in fund net assets presents increases and decreases in net total assets. The statement of cash flows provides information about how the District finances and meets the cash flow needs of its proprietary activities. Fiduciary funds are also reported using the economic resources measurement focus.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

The District has the following funds:

I. Governmental Fund Types

- (A) The General Fund is the main operating fund of the Board. It accounts for financial resources used for general types of operations. This is a budgeted fund, and any fund balances are considered as resources available for use. This is a major fund of the District.
- (B) The Special Revenue Fund accounts for proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to disbursements for specified purposes. It includes federal financial programs where unused balances are returned to the grantor at the close of the specified project periods as well as the state grant programs. Project accounting is employed to maintain integrity for the various sources of funds. The separate projects of federally-funded grant programs are identified in the Schedule of Expenditures of Federal Awards included in this report on pages 46 through 47. This is a major fund of the District.
- (C) Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and equipment (other than those financed by Proprietary Fund).
  - 1. The Support Education Excellence in Kentucky (SEEK) Capital Outlay Fund receives those funds designated by the state as Capital Outlay Funds and is restricted for use in financing projects identified in the District's facility plan. This is a major fund of the District.
  - 2. The Facility Support Program of Kentucky (FSPK) accounts for funds generated by the building tax levy required to participate in the School Facilities Construction Commission's construction funding and state matching funds, where applicable. Funds may be used for projects identified in the District's facility plan. This is a major fund of the District.
  - 3. The Technology Fund accounts for the Kentucky Education Technology System (KETS) allocation and local district matching funds restricted for the purchase of technology consistent with the District's approved technology plan. The fund activity was transferred to the Special Revenue Fund during the fiscal year.
  - 4. The Construction Fund accounts for proceeds from sales of bonds and other revenues to be used for authorized construction. This is a major fund of the District.
- (D) The Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest and related cost; and for the payment of interest on general obligation notes payable, as required by Kentucky Law.

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

II. Proprietary Fund Types (Enterprise Fund)

The Food Service Fund is used to account for school food service activities, including the National School Lunch and Breakfast Programs, which are conducted in cooperation with the U.S. Department of Agriculture (USDA). Amounts have been recorded for in-kind contribution of commodities from the USDA. The Food Service Fund is a major fund.

III. Fiduciary Fund Type (Agency Fund)

- A. The Agency Fund accounts for activities of student groups and other types of activities requiring clearing accounts. These funds are accounted for in accordance with the Uniform Program of Accounting for School Activity Funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.
- B. The Private Purpose Trust Funds are used to report trust arrangements under which principal and income benefit individuals, private organizations or other governments.

Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting.

Revenues – Exchange and Non-exchange Transactions – Revenues resulting from exchange transactions, in which each party receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenues are recorded in the fiscal year in which the resources are measurable and available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within sixty days of the fiscal year-end.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenues from nonexchange transactions must also be available before it can be recognized.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

##### Basis of Accounting - continued

Deferred Revenue – Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Grants and entitlements received before the eligibility requirements are met are recorded as deferred revenue.

Expenses/Expenditures – On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated commodities used during the year is reported in the statement of revenues, expenses, and changes in net assets as an expense with a like amount reported as donated commodities revenue. Unused donated commodities are reported as deferred revenue.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation, are not recognized in governmental funds.

##### Property Taxes

Property Tax Revenues – Property taxes are normally levied each September on the assessed value listed as of the prior January 1, for all real and personal property in the county. The billings are considered due upon receipt by the taxpayer; however, the actual date is based on a period ending 30 days after the tax bill mailing. Property taxes collected are recorded as revenues in the fiscal year for which they were levied. All taxes collected are initially deposited into the General Fund and then transferred to the appropriate fund. The usual collection date is the period from November 1 through December 31. Property tax bills paid prior to December 1 received a two percent discount. Property taxes received after December 31, are considered to be delinquent and the County Attorney can file a lien against the property.

The property tax rates assessed for the year ended June 30, 2003, to finance operations were \$.507 per \$100 valuation for real property, \$.507 per \$100 valuation for business personal property and \$.538 per \$100 valuation for motor vehicles.

The District levies a utility gross receipts license tax in the amount of 3% of the gross receipts derived from the furnishings, within the county, of telephonic and telegraphic communications services, cablevision services, electric power, water, and natural, artificial and mixed gas.

##### Capital Assets

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type activities column of the government-wide statement of net assets and in the respective funds.

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The District maintains a capitalization threshold of one thousand dollars with the exception of computers, digital cameras and real property for which there is no threshold. The District does not possess any infrastructure. Improvements are capitalized; the cost of, normal maintenance and repairs that do not add to the value of the asset or materially extend an assets life are not.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives for both general capital assets and proprietary fund assets:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>
Land improvements	20 years
Buildings and improvements	25-50 years
Technology equipment	5 years
Vehicles	5-10 years
General equipment	5-15 years
Food service equipment	5-12 years

#### Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables". These amounts are eliminated in the governmental and business-type activities columns of the statements of net assets, except for the net residual amounts due between governmental and business-type activities, which are presented as internal balances.

#### Budgetary Process

**Budgetary Basis of Accounting:** The District's budgetary process accounts for certain transactions on a basis other than Generally Accepted Accounting Principles (GAAP). The major differences between the budgetary basis and the GAAP basis are:

Revenues are recorded when received in cash (budgetary) as opposed to when susceptible to accrual (GAAP).

Expenditures are recorded when paid in cash (budgetary) as opposed to when susceptible to accrual (GAAP).

Once the budget is approved, it can be amended. Amendments are presented to the Board at their regular meetings. All budget appropriations lapse at year-end.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

##### Encumbrances

Encumbrances are not liabilities and, therefore, are not reported as expenditures until receipt of material or service. For budgetary purposes, appropriations lapse at fiscal year-end and outstanding encumbrances at year-end are reappropriated in the next year. A reservation of fund balance equal to outstanding encumbrances at year-end is provided for at June 30, 2003.

##### Cash and Cash Equivalents

The District considers demand deposits, money market funds, and other investments with an original maturity of 90 days or less, to be cash equivalents.

##### Inventories

On government-wide financial statements inventories are stated at cost and are expensed when used.

On fund financial statements inventories are stated at cost. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased.

The food service fund uses the specific identification method and the general fund uses the first-in, first-out method.

##### Prepaid Assets

Payments made that will benefit periods beyond June 30, 2003, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

##### Receivables

The District recognizes revenues as receivable when they are measurable and receipt is probable. Concentration of credit risk with respect to the receivables from federal and state governments is limited due to the historical stability of those institutions.

##### Accrued Liabilities and Long-Term Obligations

All payables accrued liabilities and long-term obligations are reported in the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

In general, payables and accrued liabilities that will be paid from governmental funds are reported on the governmental fund financial statements regardless of whether they will be liquidated with current resources. However, claims and judgments, the noncurrent portion of capital leases, accumulated sick leave, contractually required pension contributions and special termination benefits that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they will be paid with current, expendable, available financial resources. In general, payments made within sixty days after year-end are considered to have been made with current available financial resources. Bonds and other long-term obligations that will be paid from governmental funds are not recognized as a liability in the fund financial statements until due.

##### Fund Balance Reserves

The District reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and therefore are not available for appropriation or expenditure. Unreserved fund balance indicates that portion of fund equity, which is available for appropriation in future periods. Fund equity reserves have been established for inventories and fixed assets.

##### Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the School District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

##### Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the School District, those revenues are primarily charges for meals provided by the various schools and for childcare services provided.

##### Contributions of Capital

Contributions of capital in proprietary fund financial statements arise from outside contributions of fixed assets, or from grants or outside contributions of resources restricted to capital acquisition and construction.

##### Interfund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after nonoperating revenues/expenses in proprietary funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE B – CHANGES IN ACCOUNTING PRINCIPLES AND RESTATEMENT OF FUND BALANCE

For the fiscal year ended June 30, 2003, the District implemented GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments and Interpretation No. 6. Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*.

GASB 34 creates new basic financial statements for reporting on the School District's financial activities. The financial statements now include government-wide financial statements prepared on an accrual basis of accounting and fund financial statements which present information for individual major funds rather than by fund type. Nonmajor funds are presented in total in one column.

The government-wide financial statements split the District's programs between business-type and governmental activities. The beginning net asset amount for governmental programs reflects the change in fund balance for governmental funds at June 30, 2002, caused by the conversion to the accrual basis of accounting.

The School District made several changes in accounting principles during the year. For governmental activities, they began recording the current portion of the accumulated sick leave liability, removed long-term investments not to be used for current expenditures, and began accounting for technology fund revenues in the special revenue fund. These changes bring the District's funds into compliance with the fund classifications and requirements of GASB 34.

Restatement of Fund Balance – The restatement for the above changes and the transition from governmental fund balance to net assets of the governmental activities is presented below:

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Outlay</u>	<u>FSPK</u>	Construction	<u>Nonmajor</u>	<u>Total</u>
Fund Balance June 30, 2002	\$ 1,557,424	\$ 87,432	\$ 335,161	\$ 350,835	\$1,651,590	\$198,680	\$ 4,181,122
 GASB 34 Adjustments:							
Capital Assets							
– Net of Depreciation							8,605,902
Long-Term Liabilities							(6,189,704)
 Accumulated sick leave							
– long-term portion							(409,967)
 Accrued interest payable							<u>(136,408)</u>
 Governmental Activities							
Net Assets, June 30, 2002							<u>\$ 6,050,945</u>



## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE B – CHANGES IN ACCOUNTING PRINCIPLES AND RESTATEMENT OF FUND BALANCE – CONTINUED

The District had a fixed asset inventory taken to comply with GASB 34. This inventory revealed the existence of proprietary fixed assets that have not previously been recorded on the books. Changes as a result of the GASB 34 implementation are as follows:

	<u>Food Service</u>
Net Assets, June 30, 2002	\$ 349,260
Additional fixed assets	<u>21,795</u>
Adjusted Net Assets, June 30, 2002	\$ <u>371,055</u>

As proprietary funds are already on the accrual basis, no adjustments are necessary for the Statement of Net Assets.

#### NOTE C – ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires the District's management to make estimates and assumptions that affect reported amounts of assets, liabilities, fund balances, and disclosure of contingent assets and liabilities at the date of the general purpose financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE D – CASH AND CASH EQUIVALENTS

At year-end, the carrying amount of the District's total cash and cash equivalents was \$4,585,331. Of the total cash balance, \$100,000 was covered by Federal Depository Insurance, with the remainder covered by collateral agreements and collateral held by the pledging banks' trust departments in the District's name. Cash equivalents are funds temporarily invested in securities with a maturity of 90 days or less.

Cash and cash equivalents at June 30, 2003 consisted of the following:

	<u>Bank Balance</u>	<u>Book Balance</u>
First Citizens Bank	<u>\$ 4,585,331</u>	<u>\$ 4,099,747</u>

Breakdown per financial statements:

Governmental funds	\$ 3,651,170
Business-type funds	242,474
Agency funds	186,144
Private Purpose Trust funds	<u>19,959</u>
	<u>\$ 4,099,747</u>

# ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

### NOTE E - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2003, was as follows:

Governmental Activities	Balance July 1, 2002	Additions	Deductions	Balance June 30, 2003
Land and land improvements	\$ 775,648	\$ -	\$ -	\$ 775,648
Buildings and improvements	13,018,455			13,018,455
Technology equipment	2,550,066	126,274	(116,842)	2,559,498
Vehicles	794,742	54,839		849,581
General equipment	609,134	2,466		611,600
Construction in progress	72,417	1,803,940		1,876,357
Totals at historical cost	17,820,462	1,987,519	(116,842)	19,691,139
Accumulated depreciation:				
Land improvements	255,062	33,585		288,647
Buildings and improvements	5,822,817	563,682		6,386,499
Technology equipment	2,241,948	110,823	(115,680)	2,237,091
Vehicles	538,902	36,786		575,688
General equipment	355,832	26,480		382,312
Total accumulated depreciation	9,214,561	771,356	(115,680)	9,870,237
Government Activities Capital Assets - Net	<u>\$ 8,605,901</u>	<u>\$ 1,216,163</u>	<u>\$ (1,162)</u>	<u>\$ 9,820,902</u>
Business-Type Activities				
Buildings and improvements	\$ 339,450	\$ -	\$ -	\$ 339,450
Food service equipment	373,911	5,485	(9,689)	369,707
Totals at historical cost	713,361	5,485	(9,689)	709,157
Accumulated depreciation:				
Buildings and improvements	238,959	12,961		251,920
Food service equipment	283,755	14,117	(6,392)	291,480
Total accumulated depreciation	522,714	27,078	(6,392)	543,400
Government Activities Capital Assets - Net	<u>\$ 190,647</u>	<u>\$ (21,593)</u>	<u>\$ (3,297)</u>	<u>\$ 165,757</u>
Depreciation was charged to governmental functions as follows:				
Instruction	\$ 247,883			
Student support	899			
Instructional staff	2,234			
District administration	2,710			
School administration	596			
Business support	476			
Plant	469,398			
Transportation	47,160			
	<u>\$ 771,356</u>			

## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE F – LONG-TERM OBLIGATIONS

The original amount of each issue, the issue date, and interest rates are summarized below:

<u>Issue Date</u>	<u>Proceeds</u>	<u>Rates</u>
1987	\$ 390,000	4.00% - 6.40%
1993	2,200,000	2.70% - 5.35%
1996A	2,865,000	4.25% - 5.007%
1996B	920,000	4.30% - 5.75%
1998	850,000	4.25% - 4.95%
2003	1,605,000	1.05% - 3.10%

On April 1, 2003, the District issued \$1,605,000 in 2003 Series Refunding Revenue Bonds with an average interest rate of 2.11 percent to partially advance refund \$1,320,000 of outstanding 1993 Series bonds with an average interest rate of 4.02 percent and to advance refund \$170,000, of outstanding 1992 Series bonds with an average interest rate of 5.10 percent. The net proceeds of \$1,556,625 (after \$27,405 in cost of issuance and \$20,970 of discount and \$6,842 in accrued interest) were deposited in the Debt Service Fund. An amount of \$1,555,134, was used to purchase collateralized certificates of deposit. Those certificates of deposit were deposited in an irrevocable trust with an escrow agent to provide for the refunded future debt service payments on the 1993 and 1992 Series bonds. As a result, the 1993 and 1992 Series bonds that were partially advance refunded and advance refunded are considered to be defeased and the liability for those bonds has been removed from bonds payable in the government-wide statement of net assets.

The partial advance refunding and advance refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$65,134. This difference, reported in the accompanying government-wide statement of net assets as a deduction from bonds payable, is being charged to operations through the year 2013 using the effective-interest method. The District completed the partial advance refunding and advance refunding to reduce its total debt service payments over the next 11 years by \$163,940 and to obtain an economic gain (difference between the present values of the old and new debt service payments) of \$138,284.

The District, through the General Fund (including utility taxes and the Support Education Excellence in Kentucky (SEEK) Capital Outlay Fund) is obligated to make payments in amounts sufficient to satisfy debt service requirements on bonds issued by the Elizabethtown Independent School District Finance Corporation to construct school facilities. The District has an option to purchase the property under lease at any time by retiring the bonds then outstanding.

The District has "participation agreements" with the Kentucky School Facilities Construction Commission. The Commission was created by the Kentucky General Assembly for the purpose of assisting local school districts in meeting school construction needs. The table below sets forth the amount to be paid by the District and the Commission for each year until maturity of all bond issues. The liability for the total bond amount remains with the District and, as such, the total principal outstanding has been recorded in the financial statements.

# ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

### NOTE F – LONG-TERM OBLIGATIONS - CONTINUED

The bonds may be called prior to maturity and redemption premiums are specified in each issue. Assuming no bonds are called prior to scheduled maturity, the minimum obligations of the District, including amounts to be paid by the Commission, at June 30, 2003, for debt service (principal and interest) are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Participation</u>	<u>District's Portion</u>
2003-04	\$ 340,000	\$ 231,239	\$ 101,129	\$ 470,110
2004-05	350,000	222,638	101,130	471,508
2005-06	365,000	209,723	101,128	473,595
2006-07	380,000	197,898	101,129	476,769
2007-08	385,000	184,844	94,692	475,152
2009-13	2,160,000	690,551	471,745	2,378,806
2014-18	1,700,000	190,733	335,960	1,554,773
2019	<u>65,000</u>	<u>1,495</u>	<u>28,000</u>	<u>38,495</u>
	<u>\$ 5,745,000</u>	<u>\$ 1,929,121</u>	<u>\$ 1,334,913</u>	<u>\$ 6,339,208</u>

### Accumulated Unpaid Sick Leave Benefits

Upon retirement from the school system, an employee will receive from the District an amount equal to 30% of the value of accumulated sick leave.

Sick leave benefits are accrued as a liability using the termination payment method. An accrual for earned sick leave is made to the extent that it is probable that the benefits will result in termination payments. The liability is based on the School District's past experience of making termination payments.

The entire compensated absence liability is reported on the government-wide financial statements.

For governmental fund financial statements the current portion of unpaid accrued sick leave is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "accumulated sick leave payable" in the general fund. The noncurrent portion of the liability is not reported.

Long-term liability for the year ended June 30, 2003, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental Activities:					
Revenue bonds payable	\$ 5,925,000	\$1,605,000	\$ 1,785,000	\$5,745,000	\$ 340,000
Accrued sick leave	<u>614,970</u>	<u>406,954</u>	<u>44,478</u>	<u>977,446</u>	<u>158,746</u>
Governmental Activities:					
Long-term liabilities	<u>\$6,539,970</u>	<u>\$2,011,954</u>	<u>\$ 1,829,478</u>	<u>\$6,722,446</u>	<u>\$ 498,746</u>

The debt service fund is primarily responsible for paying the bond obligations through funding from the capital outlay and FSPK funds. The general fund is primarily responsible for paying accrued sick leave.

**ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT****NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

**NOTE G – CAPITAL LEASE PAYABLE - CONTINUED**

The following is an analysis of the leased property under capital lease by class:

<u>Classes of Property</u>	<u>Book value as of June 30, 2003</u>
Buses and energy project	\$ 239,998

The following is a schedule by years of the future minimum lease payments under capital lease together with the present value of the net minimum lease payments as of June 30, 2003:

<u>Year Ending June 30,</u>	<u>Capital Lease Payable</u>
2004	\$ 58,405
2005	59,164
2006	40,455
2007	38,589
2008	<u>38,698</u>
Total minimum lease payments	235,311
Less: Amount representing interest	<u>(21,896)</u>
Present Value of Net Minimum Lease Payments	<u>\$ 213,415</u>

**NOTE H – COMMITMENTS UNDER NONCAPITALIZED LEASES**

Commitments under operating lease agreements for office equipment provide the minimum future rental payments as of June 30, 2003 as follows:

Year ending June 30, 2004	<u>\$ 4,288</u>
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Rent expense for the year ended June 30, 2003 was \$2,400.

**NOTE I – RETIREMENT PLANS**

All the District's eligible employees participate in the Kentucky Teacher's Retirement System (KTRS), a statewide multiple-employer public employee retirement system covering all employees of local school districts within the State of Kentucky. KTRS is a cost sharing public employee retirement system with one exception: all risks and costs are not shared by the District but are the liability of the State of Kentucky. KTRS is funded through state and employee contributions and the District has no legal obligation for paying benefits. As discussed below, the District may be required in certain situations to make limited contributions on behalf of certain employees.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE I – RETIREMENT PLANS – CONTINUED**

The State of Kentucky contributes 13.105% of the employee's gross earnings except for those District employees being paid from and participating in federally funded programs. During the year, contributions of \$887,480 were made by the State of Kentucky and \$56,084 in contributions were passed through the District's federally funded programs. Contributions by the employees are 9.855% of gross earnings and are withheld by the District. Such withholdings totaled \$709,563 during the year and were paid by the District to the State of Kentucky. The District has no other liability under the plan. The District's total payroll for all employees during the year was \$9,551,207, and \$7,200,032 of such amount related to employees covered by the retirement plan.

Substantially all other employees (classified personnel) are covered under the County Employee's Retirement System (CERS). Funding for the Plan is provided through payroll withholdings of 5% and a District contribution of 6.34% of the employee's total compensation subject to contribution. The District's contribution requirement for CERS for the year ended June 30, 2003 was \$242,908, which consisted of \$135,806 from the District and \$107,102 from the employees. The total covered payroll for CERS during the year was \$2,142,034. Benefits under both plans will vary based on final compensation, years of service and other factors as fully described in the Plan documents.

Additional information and historical trend information can be obtained from the separately issued Teacher Retirement System of Kentucky Comprehensive Annual Financial Report.

#### **Deferred Compensation**

The District offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all employees, permits them to defer a portion of their salary until future years. This deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. GASB Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*, allows entities with little or no administrative involvement who do not perform the investing function for these plans to omit plan assets and related liabilities from their financial statements. The Board therefore does not show these assets and liabilities on this financial statement.

#### **NOTE J – COMMITMENTS**

During the year ended June 30, 2003, the Board entered into construction contracts for the renovation of Elizabethtown High School.

#### **NOTE K - CONTINGENCIES**

The District receives funding from Federal, State and Local government agencies and private contributions. These funds are to be used for designated purposes only. For government agency grants, if based upon the grantor's review, the funds are considered not to have been used for the intended purpose, the grantors may request a refund of monies advanced, or refuse to reimburse the District for its disbursements. The amount of such future refunds and unreimbursed disbursements, if any, is not expected to be significant. Continuation of the District's grant programs is predicated upon the grantors' satisfaction that the funds provided are being spent as intended and the grantors' intent to continue their programs.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**

Year Ended June 30, 2003

#### **NOTE L - LITIGATION**

The District is subject to various other legal actions in various stages of litigation, the outcome of which is not determinable at this time. Management of the District and its legal counsel do not anticipate that there will be any material effect on the combined financial statements as a result of the cases presently in progress, except as described elsewhere in this report.

#### **NOTE M - INSURANCE AND RELATED ACTIVITIES**

The District is exposed to various forms of loss of assets associated with the risks of fire, personal liability, theft, vehicular accidents, errors and omissions, fiduciary responsibility, etc. Each of these risk areas is covered through the purchase of commercial insurance. The District has purchased certain policies, which are retrospectively rated which includes Workers' Compensation insurance.

#### **NOTE N - RISK MANAGEMENT**

The District is exposed to various risks of loss related to injuries to employees. To obtain insurance of workers' compensation, errors and omissions, and general liability coverage, the District participates in the Kentucky School Boards Insurance Trust Liability Insurance Fund. The public entity risk pools operate as common risk management and insurance programs for all school district and other tax supported educational agencies of Kentucky who are members of the Kentucky School Boards Association. The District pays an annual premium to each fund for coverage. Contributions to the Workers' Compensation fund are based on premium rates established by such fund in conjunction with the excess insurance carrier, subject to claims experience modifications and a group discount amount. Dividends may be declared, but are not payable until twenty-four (24) months after the expiration of the self-insurance term. The Liability Insurance fund pays insurance premiums of the participating members established by the insurance carrier. The Trust can terminate coverage if it is unable to obtain acceptable excess general liability coverage and for any reason by giving ninety (90) days notice. In the event the Trust terminated coverage, any amount remaining in the Fund (after payment of operational and administrative costs and claims for which coverage was provided) would be returned to the members on a pro rata basis.

The District purchases unemployment insurance through the Kentucky School Boards Insurance Trust Unemployment Compensation Fund; however, risk has not been transferred to such fund. In addition, the District continues to carry commercial insurance for all other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### **NOTE O - DEFICIT OPERATING BALANCES**

There are no funds of the District that currently have a deficit fund balance. However, the following funds have operations that resulted in a current year deficit of revenues over expenditures resulting in a corresponding reduction of fund balance:

Special Revenue Fund	\$ 14,224
Technology Fund	5
Construction Fund	1,627,662



## ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED

Year Ended June 30, 2003

#### NOTE P - COBRA

Under COBRA, employers are mandated to notify terminated employees of available continuing insurance coverage. Failure to comply with this requirement may put the School District at risk for a substantial loss (contingency).

#### NOTE Q - TRANSFER OF FUNDS

The following transfers were made during the year:

<u>Type</u>	<u>From Fund</u>	<u>To Fund</u>	<u>Purpose</u>	<u>Amount</u>
Operating	General	Special Revenue	Technology Match	\$ 46,042
Operating	Technology	Special Revenue	Close Fund	5
Operating	SEEK Capital Outlay	Debt Service	Debt Service	57,913
Operating	FSPK Fund	Debt Service	Debt Service	486,448
Operating	Food Service	General	Indirect Costs	52,387

#### NOTE R - INTERFUND RECEIVABLES AND PAYABLES

Interfund balances at June 30, 2003 consisted of the following individual fund receivables and payables:

	<u>Receivables</u>	<u>Payables</u>
General Fund:		
Food Service Fund	\$ 12,210	\$
Food Service Fund:		
General Fund	<u>          </u>	<u>12,210</u>
	<u>\$ 12,210</u>	<u>\$ 12,210</u>

#### NOTE S - ON-BEHALF PAYMENTS

The District receives on-behalf payments from the State of Kentucky for items including retirement and insurance. The amount received for the fiscal year ended June 30, 2003, was \$1,721,672.

#### NOTE T - SUBSEQUENT EVENTS

On September 9, 2003, the District issued \$ 4,510,000, in revenue bonds to finance the renovation project to Elizabethtown High School.

## **REQUIRED SUPPLEMENTARY INFORMATION**

## **SUPPLEMENTARY INFORMATION**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

Year Ended June 30, 2003

#### **NOTE A – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Elizabethtown Independent School District and is presented on the accrual basis of accounting for proprietary funds and the modified accrual basis of accounting for governmental funds. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

#### **NOTE B – FOOD DISTRIBUTION**

Nonmonetary assistance is reported in the schedule at the fair value of the commodities disbursed.

## **SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended June 30, 2003**

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**Section I-Summary of Auditor's Results**

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**Financial Statements**

Type of auditor's report issued (unqualified):

Internal control over financial reporting:

- Material weakness(es) identified? \_\_\_\_\_yes \_\_X\_\_no
- Reportable condition(s) identified that are not considered to be material weaknesses? \_\_\_\_\_yes \_\_X\_\_none reported

Noncompliance material to financial statements noted? \_\_\_\_\_yes \_\_X\_\_no

**Federal Awards**

Internal control over major programs:

- Material weakness(es) identified? \_\_\_\_\_yes \_\_X\_\_no
- Reportable condition(s) identified that are not considered to be material weakness(es)? \_\_\_\_\_yes \_\_X\_\_none reported

Type of auditor's report issued on compliance for major programs (unqualified):

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? \_\_\_\_\_yes \_\_X\_\_no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.287	21 <sup>st</sup> Century Grant
10.555	National School Lunch Program
10.553	National School Breakfast Program
10.559	Summer Feeding Program
84.027	Idea B
84.173	Idea B - Preschool

Dollar threshold used to distinguish Between type A and type B programs: \$ 300,000

Auditee qualified as low-risk auditee? \_\_\_\_\_yes \_\_X\_\_no

**Section I-Summary of Auditor's Results**

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**Section II – Financial Statement of Findings**

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No matters were reported.

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**Section III – Federal Award Findings and Questioned Costs**

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No matters were reported.



## **SCHEDULE OF PRIOR YEAR AUDIT FINDINGS**

## SCHEDULE OF PRIOR YEAR AUDIT FINDINGS

June 30, 2003

FINDING 02-1 Title I CFDA No. 84.010; Idea B – CFDA No. 84.027; Idea B – Preschool – CFDA No. 84.173

*Condition:* Payroll was not supported by personnel activity reports as required by OMB Circular A-87.

*Recommendation:* The auditor recommended that personnel activity reports be completed.

*Current Status:* The recommendation was adopted in September 2002. No similar findings were noted in the 2003 audit.

**INDEPENDENT AUDITOR'S REPORT  
ON COMPLIANCE AND ON INTERNAL  
CONTROL OVER FINANCIAL REPORTING  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Members of the Board of Education  
Elizabethtown Independent School District  
Elizabethtown, Kentucky

We have audited the basic financial statements of Elizabethtown Independent School District as of and for the year ended June 30, 2003, and have issued our report thereon dated September 11, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States and the audit requirements prescribed by the Kentucky State Committee for School District Audits in Appendices I, II and III of the Independent Auditor's Contract.

#### **Compliance**

As part of obtaining reasonable assurance about whether Elizabethtown Independent School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards or state audit requirements.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Elizabethtown Independent School District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of Elizabethtown Independent School District in a separate letter dated September 11, 2003.

This report is intended for the information of members of the Kentucky State Committee for School District Audits, the members of the Board of Education of Elizabethtown Independent School District, the Kentucky Department of Education and management and should not be used by anyone other than these specified parties.

Certified Public Accountants  
September 11, 2003

**INDEPENDENT AUDITOR'S REPORT  
ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO EACH MAJOR PROGRAM AND  
INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133**

Members of the Board of Education  
Elizabethtown Independent School District  
Elizabethtown, Kentucky

### **Compliance**

We have audited the compliance of Elizabethtown Independent School District with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2003. Elizabethtown Independent School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Elizabethtown Independent School District's management. Our responsibility is to express an opinion on Elizabethtown Independent School District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations and the audit requirements prescribed by the Kentucky State Committee for School District Audits in Appendices I, II and III of the Independent Auditor's Contract. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Elizabethtown Independent School District's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Elizabethtown Independent School District's compliance with those requirements.

In our opinion, Elizabethtown Independent School District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003.

### **Internal Control Over Compliance**

The management of Elizabethtown Independent School District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Elizabethtown Independent School District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses. In addition, the results of our tests disclosed no instances of noncompliance of specific state statutes or regulations identified in Appendix II of the Independent Auditor's Contract - State Audit Requirements.

This report is intended for the information of members of the Kentucky State Committee for School District Audits, the members of the Board of Education of Elizabethtown Independent School District, the Kentucky Department of Education, management and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

Certified Public Accountants  
September 11, 2003



## **MANAGEMENT LETTER COMMENTS**

Members of the Board of Education of  
Elizabethtown Independent School District  
Elizabethtown, Kentucky

In planning and performing our audit of the basic financial statements of Elizabethtown Independent School District for the year ended June 30, 2003, we considered the District's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. A separate report dated September 11, 2003 contains our report on the District's internal control structure. This letter does not affect our report dated September 11, 2003 on the financial statements of the Elizabethtown Independent School District.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various District personnel, and their implementation is currently being reviewed. We will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Certified Public Accountants  
September 11, 2003

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **MANAGEMENT LETTER COMMENTS**

June 30, 2003

### **UNCORRECTED PRIOR YEAR COMMENTS**

As required by *Accounting Procedures for Kentucky School Activity Funds* issued by the Kentucky Department of Education, activity fund monies generated by students should not be used for staff expenses. At Helmwood Heights Elementary, we noted that the staff Christmas breakfast was paid from picture fund monies. Also, Morningside Elementary School purchased staff appreciation gifts from the interest fund.

### **Management Response**

Management will continue to provide training on *Accounting Procedures for Kentucky School Activity Funds* issued by the Kentucky Department of Education and implement an internal audit procedure to ensure compliance.

## **ELIZABETHTOWN INDEPENDENT SCHOOL DISTRICT**

### **MANAGEMENT LETTER COMMENTS - CONTINUED**

June 30, 2003

#### **CURRENT YEAR COMMENTS**

##### **Vending Machine Inventory**

During our audit, we noted that, at all schools, vending machine inventory is not being monitored as required by *Accounting Procedures for Kentucky School Activity Funds* issued by the Kentucky Department of Education. These requirements emphasize that the vendor for full-service vending machines provide an inventory reconciliation to the school.

##### **Management Response**

Management will work with vendors to implement an inventory system.

##### **Fundraising**

During our audit, we noted that Elizabethtown High School conducted a magazine fundraiser. *Accounting Procedures for Kentucky School Activity Funds* issued by the Kentucky Department of Education requires under *Kentucky Revised Statute 367.515* that magazine fundraisers be approved in writing by the superintendent. This approval shall identify the product or products being sold, solicitors involved, and duration of sales. The approval must be filed with the county clerk. We did not find that this document was prepared or submitted to the county clerk.

##### **Management Response**

Management will work with the Elizabethtown High School staff on proper procedure for magazine sales.

##### **Segregation of Duties in Handling Receipts, Paying Bills and Preparing Bank Reconciliations – School Activity Funds**

During our audit, we noted that Helmwood Heights Elementary did not comply with the segregation of duties requirements for handling receipts, paying bills and preparing bank reconciliations as required by *Accounting Procedures for Kentucky School Activity Funds* issued by the Kentucky Department of Education. T.K. Stone Jr. High School did not comply with the paying bills and preparing bank reconciliations requirements. Elizabethtown High School did not comply with the preparing bank reconciliations requirements.

##### **Management Response**

Management will work with school personnel to help segregate financial responsibilities. However, due to limited size of staff, we will have to assume a certain amount of risk in this area.

State Committee for School District Audits  
Members of the Board of Education  
Elizabethtown Independent Board of Education  
Elizabethtown, Kentucky

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Elizabethtown Independent School District as of and for the year ended June 30, 2003, which collectively comprise the District's basic financial statements, as listed in the accompanying table of contents, and have issued our report thereon dated September 11, 2003. Professional standards require that we provide you with the following information related to our audit.

**Our responsibility under auditing standards generally accepted in the United States of America, the standards applicable to financial statement audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and the audit requirements prescribed by the Kentucky State Committee for School District Audits in Appendices I, II and III of the *Independent Auditors' Contract*.**

As stated in our engagement letter dated July 11, 2003, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance about whether the general purpose financial statements are free of material misstatement and are fairly presented in accordance with accounting principles generally accepted in the United States of America. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material errors, fraud or illegal acts may exist and not be detected by us.

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our audit procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget Circular A-133 Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the District's compliance with those requirements.

## **Significant Accounting Policies**

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the District are described in Note A to the financial statements. The District adopted the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*; and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*, as of July 1, 2002. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions which there is a lack of authoritative guidance or consensus.

## **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

## **Significant Audit Adjustments**

For purposes of this letter, professional standards define a significant audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). The audit adjustments, in our judgment, do not indicate matters that could have a significant effect on the District's financial reporting process. In addition, management has made all adjustments proposed by us.

## **Disagreements With Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. There have been no disagreements during the course of our audit.

## **Consultations With Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. If a consultation involves application of an accounting principle to the

District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to contact us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## **Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing our audit.

This report is intended solely for the use of the members of the Board of Education, Kentucky State Committee for School District Audits and management and is not intended and should not be used by anyone other than these specified parties.

Certified Public Accountants  
September 11, 2003